



CITY OF FALLS CHURCH

January 31, 2010

Dear Vendors:

The Falls Church Recreation and Parks Division is once again offering three major events this year. We would like to extend an invitation for you to exhibit at these events. We will be hosting the **Memorial Day Parade & Festival**, the **Falls Church Fall Festival & Taste of Falls Church** and the **Holiday Craft Show**.

The **Memorial Day Parade & Festival** will be held in its traditional location on Falls Church City Hall grounds. Dates and Times of the Festival: Monday, May 31, 2010; 9-5pm

The **Falls Church Fall Festival & Taste of Falls Church** will continue to be held at its original pristine site at Cherry Hill Park (adjacent to the Falls Church Community Center). Date and Times of the Festival: Saturday, September 11, 2010; 10-4pm

The **Holiday Craft Show** will be held at the Falls Church Community Center (adjacent to the Falls Church City Hall). **All items in this show must be handmade by the vendor.** Booth spaces are available in both the Gym **and** in the upstairs Community Center Rooms. Saturday, December 4 hours are 9am–4pm and Sunday, December 5 hours are 11am – 4pm. Set-up hours will be on Friday, December 3 from 6–9pm or Saturday, December 4 from 6–9am. **The Holiday Craft Show is a juried show.**

A discount will be offered to vendors who participate in **both** the **Memorial Day Parade & Festivities** and the **Fall Festival & Taste of Falls Church**. **Both applications must be submitted by the deadline for Memorial Day applications, March 26, 2010.** Fees are as follows:

6' (width) x 10' (depth) booth for both events = **\$130** (Crafters) **\$150** (Businesses)

A SAVINGS OF \$20

10' (width) x 10' (depth) booth for both events = **\$200** (Crafters) **\$220** (Businesses)

A SAVINGS OF \$35

The City of Falls Church accepts all major credit cards (Visa, Mastercard, American Express and Discover) and checks for payment. Please feel free to call (703) 248-5077 or e-mail recreation@fallschurchva.gov if you have any questions.

Sincerely,

Jenny Elmore
Senior Program Supervisor

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